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## COLLEGE OF EDUCATION TRANSFER STUDENT CHECKLIST

### **Transfer Tips**

- Apply to UCF early
- RSVP for an early orientation

### **Associate of Arts (A.A.) Degree**

- A.A. degree earned at a Florida public institution **OR**
- Complete the UCF General Education Program Requirement

### **Transcripts (Official Copies)**

- Submit all college and/or university transcripts to the Undergraduate Admissions office
- Submit high school transcripts to the Undergraduate Admissions office

### **Foreign Language Requirement**

- Completed 2 years of the same foreign language in high school **OR**
- Complete 1 year of college instruction in the same foreign language

### **Documentation in your possession the day of Transfer Orientation**

- Transcripts (official or unofficial)
- Proof of GPA
- Official copies of General Knowledge Test (GKT) scores

### **College of Education Admission Requirements**

- Complete the University General Education requirements or its equivalent (i.e. an A.A. degree from an approved Florida community college or state university).
- Complete the Education Common Program Prerequisites.
- Have a minimum 2.5 overall GPA. Minimum 2.75 overall GPA required for Early Childhood Development & Education.
- Pass all four parts of the General Knowledge Test. (*Early Childhood Development & Education – Development Track Only, Technical Education & Industry Training and Sport & Exercise Science are non-certification programs which do not require the GKT*)
- Complete State University System Foreign Language Admission requirement: 2 years in high school or 1 year in college of the same foreign language or American Sign Language.
- Complete the Gordon Rule Requirement.

**Once admission requirements have been met, complete a College of Education Change of Major request via the myUCF portal ([my.ucf.edu](http://my.ucf.edu)) or visit your Regional Campus advising office.**

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### **College of Education – Undergraduate Advising:**

Location: Education Complex, Room 110

Phone: 407-823-3723/Fax: 407-823-3852

Email: [edstudserv@ucf.edu](mailto:edstudserv@ucf.edu)